

## **SUBJECT: September 2024 Update (To Active Candidates) FAIRS OPEN**

September 3, 2024

Dear Candidates,

Happy September! Good luck with the start of your new school year, wherever you are in the world. This is the first of our Monthly Email Updates, with recruiting tips and industry trends. A copy of this email and all future updates will be posted on [Email Updates](#) if you want to refer back to them.

### **Search Fairs**

Search Fairs are now open. Check our [Fair Webpage](#) for the schedule and eligibility criteria for each fair. A list of the attending schools should be available by October for the early fairs. You must request an invitation to a fair via your dashboard (please do not email me). If you are not sure which fair(s) you should attend, please email me.

If you are located in Canada or near Toronto, we encourage you to attend the [Toronto Search Fair, Feb 8-9, 2025](#), held in partnership with Queen's University. Queen's used to run their own fair (TORF) but has now joined Search to provide one premier international teacher recruiting event in Canada. Read this article about the success of our [2024 Toronto Fair](#).

### **Pro-Active Recruiting Tips**

Here are some tips for your international job search.

- Make sure you receive the **daily email updates**. You can filter this to match just your job preferences, using the email preferences on your dashboard. Note: you cannot filter the email updates by region, only by position.
- Use our database to **research schools and jobs** (you can “favourite” schools and create a list of your preferred schools).
- If you find a potential match - submit an application! If you're not sure how to apply using the Search database or APLi, read [How to Apply for Jobs](#).
- Your email application should be a condensed cover letter expressing your interest and explaining why you are a good fit for that school, and how you can contribute to the learning community (your “value-added”). Once you have a good template, you can apply to multiple schools with moderate effort. However, be careful with your copy/paste - nothing is worse than saying ABC School is your dream school, and then accidentally sending it to XYZ School. If you would like us to review your cover letter template, just let us know. Read [Cover Letter Tips](#).
- If using APLi, make sure your most recent references are there. If not let us know - we may need to hard-sync your account.
- Do NOT wait until the last day to submit your application! Always give yourself a 1–2 day grace period. This will avoid any confusion with deadlines and time zones. Note:

schools may close a vacancy early, if they find a suitable candidate before the posted deadline.

- If you come across a position on the Search database, and the school then directs you to register with Schrole, or they direct you to complete their own online application, please let me know. Many schools will waive this requirement for Active Search candidates, or at least the references requirement, so save yourself a lot of time/effort and check with me first!
- **Keep your profile updated!** You can continue updating your profile in Active status. Remember, your goal is to have the most complete and competitive profile possible! So go ahead and request additional references, revise your CV, upload supporting documents and/or your criminal background check. If you want us to review your profile again, just let us know.
- **Auto-Archived!** You need to log onto your account once every 30 days or our system will automatically Archive you. If this happens, you will lose access to the dbase and schools will not be able to see your profile. Just email me and I will re-activate you immediately (this has to be done manually).
- Visit our [Search Website](#) for tips on Cover Letters, Resumes, Bios, and other job search tips.

### **Online Seminars**

Search Associates is offering a series of online workshops on various recruiting tips, hosted by different Senior Associates around the world. Here's the September line-up:

#### **How to Choose Your Next International School**

Saturday, September 14<sup>th</sup> at 12:00 noon (UK time, UTC+1)

Hosted by Bill and Alison Turner (Dubai/UK)

<https://us06web.zoom.us/j/6365008270?pwd=1fg1RFLUJodrrmlWajfeZCs02bybFd.1&omn=84753810619>

Zoom Meeting ID: 636 500 8270

Passcode: 832982

#### **Introduction to International Schools and Recruiting**

(for candidates who are new to teaching overseas or if you want a refresher)

Saturday, September 21<sup>st</sup> at 1:00pm (Toronto/Eastern Time, UTC-4)

Hosted by me, Gary MacPhie (Canada)

<https://us06web.zoom.us/j/81732966316?pwd=aG2ZQDIQEabNCvUBh214VFPRjdk9aG.1>

Zoom Meeting ID: 817 3296 6316

Passcode: 947927

#### **Resumes, Cover letters and Application Tips**

Sunday, Sept 22<sup>nd</sup> at 3:00pm (Seattle/Pacific Time, UTC-7)

Hosted by Jennifer and Bob Imholt (US West Coast)

<https://us06web.zoom.us/j/83207105427?pwd=3fBSt5Rk7bMEN74QHxLU9LhPqnaN6j.1>

Zoom Meeting ID: 832 0710 5427

Passcode: 739079

The sessions will conclude with a Q&A session, so bring your questions! We hope you will take advantage of these information workshops!

If you have any questions, please email me. Barbara and I try very hard to respond ASAP, but at this time of year, it may take us a few extra days to reply to your emails. If you do not hear from us within 1 week, please re-send your email! **We are here to assist you and support your job search, as much or as little as you want.**

Kind regards,

Gary

- Visit our [Search Website](#) for tips on Cover Letters, Resumes, Bios, and other job search tips.
- Join our [Facebook Group](#), Follow me on [Instagram](#) and [LinkedIn](#)